



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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	<p><u>8 May 2017 Minutes</u></p> <p style="text-align: center;"><u>Minutes of the Annual Meeting of Shipston on Stour Town Council held in New Clark House, Shipston on Stour at 7.00pm on Monday 8 May, 2017</u></p> <p><u>Those Present:-</u> Town Cllrs, V Murphy, B Cooper, I Cooper, M. Ferrier, B Healey, A Henderson, F Ivens, P Rathkey, S Saunders, D Scobie, J Warner, P White.</p>	
1	<p>Public: 12 Press: 0 WCC & SDC: Cllr. J Barker, Cllr. Saint joined the meeting at 8.23pm Clerks: 2</p> <p><u>Introduction</u> The Town Crier called the meeting to order, the Town Mayor, Veronica Murphy, welcomed Town Council members, press, and public to the Annual Meeting of Shipston Town Council.</p> <p><u>Election of Town Mayor</u> The Town Mayor Veronica Murphy requested nominations for Town Mayor for the Mayoral Year 2017 to 2018. Cllr. Healey proposed Cllr Dan Scobie, seconded Cllr. Ivens – <u>unanimously agreed</u> Mayor Murphy passed the chain of office to the new Mayor. Cllr. Scobie signed the declaration of acceptance of office as Town Mayor. Mr Aubrey Brookhouse presented the consort chain to Mrs Cal Scobie.</p>	
2	<p><u>Election of Deputy Mayor</u> The Mayor requested nominations for Deputy Town Mayor. Cllr Scobie proposed Cllr. I Cooper, seconded Cllr. Healey - <u>unanimously agreed</u> Cllr. Scobie passed the chain of office to the new Deputy Mayor. Cllr. I Cooper signed the declaration of acceptance of office as Deputy Town Mayor.</p>	
3	<p><u>Vote of thanks for retiring mayor</u> Cllr. Scobie, thanked Cllr. Murphy for her hard work, commitment and achievements during her year in office.</p>	
4	<p><u>Reply by retiring mayor</u> Cllr. Murphy thanked her consort and the council members for their support during her year in office and wished the Town Council well for the coming year.</p>	
5	<p><u>Apologies for absence</u> – Cllr. Westwood</p>	
6	<p><u>Acceptance of apologies</u> Cllr. Warner proposed acceptance of apologies, seconded Cllr. Murphy – <u>11 for, 1 abstention – motion carried</u></p>	
7	<p><u>Declarations of Interest</u> - none received</p>	
8	<p><u>Previous minutes</u> Correction to item 9, planning applications going to planning committee (12 April 2017 as follows: SDC supported 2 of the 4 conditions requested by STC, the other 2 were not. Satisfactory explanations as to why were provided within the Case Officer's report. Consequently, there was no need for STC to be represented at the Planning Committee meeting. Cllr. Saunders proposed that the minutes of the meeting of 10th April 2017 be accepted as a true and accurate record, seconded Cllr Healey – <u>8 for, 4 abstentions – motion carried</u></p>	
9	<p><u>Clerk's Report</u> – the Clerk's written report was noted</p>	

10	<p><u>Reports</u></p> <p><u>Town Councillors</u></p> <p>The following reports were given</p> <p>Cllr. Murphy had attended several events as Town Mayor during the last month.</p> <p>Cllr. Ferrier said that he was concerned that the builders at the Assembly Rooms were washing concrete into public drains. The Clerk to follow the matter up with the enforcement officer.</p> <p>Cllr. Warner asked for a notice to be put in the Forum reminding residents that Rainbow Fields is not a public right of way.</p> <p>Cllr. Ivens said that Shipston High School had finished in the top 7 at the national final of the Rotary Club Youth Speaks competition. She invited all councillors to attend the Rotary Songs of Praise on 28 May 2017.</p> <p>Cllr. I Cooper congratulated Cllr Scobie on his appointment as Mayor and thanked Cllr Murphy for all her hard work.</p> <p>Cllr Westwood asked the Clerk to let councillors know that she attended the recent CHIEF meeting and will give a full report next month.</p> <p>Cllr. Scobie said that the Rugby Club had had a very successful season across many teams. He had attended a meeting with Mr S Bosley about the land currently rented to the Rugby Club. Proposed changes would have an impact on town residents, Cllr. I Cooper suggested it should be discussed at the next Mayo Rd Trust meeting.</p> <p><u>County Council</u></p> <p>Cllr. Scobie congratulated Cllr Barker on being elected as County Councillor. Cllr. Barker said she had a budget for matters relating to highways.</p> <p><u>District Council</u></p> <p><u>Cllr. Jo Barker</u></p> <p>Cllr Barker asked councillors to let her know directly of any issues relating to S106 agreements.</p> <p><u>Cllr. Chris Saint</u> - Cllr. Saint's written report was noted</p> <p><u>Questions from Councillors</u></p> <p>Cllr. Murphy asked if parking permits could be made available to councillors having to attend planning meetings in Stratford. She also said that the seats in the WCC council chamber were in need of refurbishment.</p> <p><u>Shipston Forum</u></p> <p>The editor said that the next issue would lead on Mayor Making and the Shipston Award. The centre pages would advertise the Proms.</p> <p><u>Neighbourhood Plan & Town Design Statement</u> - Cllr. B Cooper's written report was noted.</p> <p><u>Riverside Walk</u> - no report</p> <p><u>SAFAG</u></p> <p>Cllr. B Cooper asked if a councillor could attend the SAFAG presentation on 2nd June. Cllr. Saunders offered to do so. Cllr. Healey offered the loan of display boards. The clerk's office will provide admin support.</p>
11	<p><u>Open Forum for Parishioners</u></p> <ul style="list-style-type: none"> • Fran Stary, President Elect of Stour Valley Lions introduced herself to the council. • Mrs Shirley Crimp said that she had enjoyed the Civic Service.
12	<p><u>To approve or confirm:</u></p> <p>Cllr. Ferrier proposed that Standing Orders be approved, seconded Cllr. Henderson – <u>vote taken – unanimously approved</u></p> <p>Cllr. I Cooper proposed that Financial Regulations be approved, seconded Cllr. Henderson – <u>vote taken – unanimously approved</u></p> <p>Cllr. Warner proposed that the Annual Governance Statement be agreed, seconded Cllr. Saunders – <u>vote taken – unanimously approved</u></p>
13	<p><u>Dates for meetings:</u></p> <p>The schedule was noted and the date of the planning working group meeting for July will be corrected to Monday 24th July.</p>

14	<p>Working Groups: Membership of working groups is below. The Clerk asked to be notified of any changes.</p> <ul style="list-style-type: none"> • General Purposes –: FI; VM; SS; MW; JW; DS, BH • Finance: IC; AH, FI; VM; DS • Staffing: VM, AH, FI; DS • Planning & Sustainability: VM, MF; BC; PR; JW; AH; SS, MW. Co-opted – P Sykes, P Tesh, R Taylor • Communications: PW; IC; DS. <p>Representatives for outside bodies agreed as follow:</p> <ul style="list-style-type: none"> • Youth Club – FI • Shipston Educational Trust – AH • Sports Club – VM • Proms – PW • Flood Action Group – BC, SS • Rotary – FI • Patient Participation Group - MW • Town Band VM is President • Townsend Hall Committee – DS if required • Shipston High School – AH if required • Shipston Primary School – MW if required • The School for Females – IC • Wool Fair - VM 	
15	<p>Planning Matters Planning applications <i>These applications discussed by the PWG actioned using standing order: Section 3b(xv)</i></p> <ul style="list-style-type: none"> • 17/00811/FUL 15 Weavers Close – removal of existing conservatory - replace with new. • 17/01099/LBC – 36 Telegraph Street – replace steel/wood framed windows. <p>The 2 applications above were taken as one vote. Cllr. B Cooper proposed no representation. Seconded Cllr. Healey. Unanimously agreed.</p> <ul style="list-style-type: none"> • 16/04043/REM – land south of Campden Road - reserved matters for outline planning consent 14/02607/OUT. After discussion, Cllr. I Cooper proposed support with conditions. Seconded Cllr. Henderson. Unanimously agreed <p>New planning applications</p> <ul style="list-style-type: none"> • 17/01245/TPO – Shipston Primary School – To fell 2 oak trees. Following detailed discussion, Cllr. I Cooper proposed objection until it can be shown that all other options have been considered and relevant evidence provided to STC. Seconded Cllr. Henderson. 11 for, 1 abstention – motion carried. • 17/01099/LBC – 19 Sheep Street – erection of external sign to gable end of building • 17/01048/ADV – 19 Sheep Street – erection of external sign to gable end of building <p>The 2 applications above were taken as one vote. Cllr. V Murphy proposed objection because the signage will be out of character within the context of the existing street scene. Seconded Cllr. I Cooper. 11 for, 1 abstention – motion carried.</p> <ul style="list-style-type: none"> • 17/00947/FUL – 17 Gerrards Road – garage conversion to workshop and 1st floor dormer window. Cllr. Scobie proposed no representation. Seconded Cllr. Ferrier. Unanimously agreed. • 17/00600/LBC & 17/00599/FUL – 16 Sheep Street – amendment to subdivision of 1st & 2nd floor flats. Following discussion, Cllr. Ferrier proposed objection on the grounds that the parking survey is based on overnight parking only and that STC reserves its current position until a more comprehensive parking survey is received. Seconded Cllr. I Cooper. 11 for, 1 abstention – motion carried. • 16/03322/FUL – The Manor, Sheep Street – alterations & extensions to garage for conversion to ancillary accommodation & sheds. Cllr. B Cooper proposed no representation. Seconded Cllr. Henderson. 11 for, 1 abstention – motion carried <p>Correspondence from SDC</p> <ul style="list-style-type: none"> • Letter concerning a proposal for a full application for change of use of 1st and second floor offices to 7 bedroom guest house in association with 17/00586/LBC. Cllr. Henderson proposed that STC continue to object and request a more detailed 24/7 parking assessment taking in to account future developments in the town. Seconded Cllr. I Cooper. 10 for, 1 against, 1 abstention – motion carried. <p>Other planning matters</p> <ul style="list-style-type: none"> • A letter from SBK relating to land at Whaddon Farm will be added to next month’s agenda. • Cllr Ferrier will obtain 3 quotations for carrying out an independent parking survey in the town. 	

16	<p>Financial Matters 2 additional invoices were read out to meeting. Cllr. Ferrier proposed that all invoices be paid, seconded Cllr. I Cooper – unanimously agreed. Payments received were noted.</p>	
17	<p>Correspondence - correspondence was noted</p> <p>Finale The Town Mayor noted that the next meeting will be held on Monday 12 June 2017 in New Clark House commencing at 7.00 pm. The Town Mayor thanked fellow councillors, press and public for their attendance and closed the meeting at 9.05 pm.</p>	
	<p>Signed..... Date.....</p> <p>Councillor D Scobie Town Mayor Shipston on Stour Town Council</p>	